

STAKEHOLDER ENGAGEMENT COORDINATOR (EUROPE)

BASED IN LONDON

Purpose

We wish to deepen our engagement with key stakeholders, members and sponsors in Europe, and ensure that we are using the best possible approaches to encourage their leadership on climate change and maximise their potential as sponsors and corporate givers. The Stakeholder Engagement Coordinator (Europe) will be responsible for research and delivery of our engagement and sponsorship strategies with key European stakeholders. The role will report directly to the Global Alliance Director but will be expected to work closely with colleagues internationally to coordinate engagement activities.

Duties:

The role will include but not be limited to:

- Managing a content-driven set of activities, ensuring we maximise the involvement of our European based members and sponsors in our work;
- Overseeing relationship management for our existing members in Europe and outreach to target members, in some cases owning the relationships directly;
- Working closely with our communications and events team to co-ordinate the content and timing of communications to our existing and target members ensuring we maximise opportunities for networking and speaking at events;
- Regularly reviewing our existing European member relationships identifying any issues and opportunities;
- Working with colleagues to identify, research, and cultivate new potential Europe-based corporate donors;
- Assisting in the development of European funder agreements and sponsorship contracts;
- Monitoring and overseeing the delivery of member and partner benefits, ensuring open and relevant communication is maintained between us and our partners;
- Providing regular stakeholder engagement progress reports;
- Assisting in the upkeep of contacts within our contacts management system;
- Undertaking any other relevant duties or projects as delegated and relevant to the role.

Skills and experience:

- 2 years minimum previous experience of engagement with corporations in a for profit or non profit organization is essential;
- Proven track record of successful engagement across a range of organizations;
- A passion for supporting networking between organizations around climate change issues and low carbon technologies;
- Competent and confident to engage in discussion on the issue of climate change and the solutions to it;
- Excellent interpersonal and communication skills, with the ability to work across a range of cultural contexts;
- Well developed organisational skills;
- Highly motivated and able to use own initiative; and
- European language skills desirable.

Next Steps:

Interested candidates should email a CV and covering letter stating the role applied for to: careers@theclimategroup.org. Deadline for applications is Monday, 20th September 2010.